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TOWN OF VERNON

P.O. Box 54
Vernon, CT 06066
www.vernonfire.com



STAFF MEETING MINUTES

March 5, 2012

Chiefs: Call, Eppler
Captains: Goric, Maguda, Muniz, Sereby, Shepard
Lieutenants: Lucas, Muniz, Schambach, Solito
Fire Marshal: Walker
Communications: Fisher
Fire Police: Fluckiger
Special Members: Carpenter, Hahn, Marth

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VERNON TOWN CLERK
12 MAR - 6 AM 11:30

The meeting was called to order at 7:02 p.m. by Chief William Call. Motion was made/seconded (Fisher/Shepard) to accept the February Meeting Minutes.

Training Report:

- Training Minutes from February 16, 2012 are attached.
- The next Training Committee Meeting will be held on March 15th
- The BLS protocols and new patient refusal form training session was mandatory for all EMT's and MRT's so if any FD member did not make that class they will need to contact A/C Eppler to schedule a makeup class.
- A significant number of members have not completed mandatory Blood borne/Airborne pathogen training in Target Safety. Compliance is being monitored and will impact pay.
- There is an issue with Target Safety testing. It is being investigated.
- CPR/1st Aid cards are being circulated. Staff is requested to distribute to their members.
- If members have not completed W-4 forms, there will be no pay next month. This form must be submitted for tax withholding purposes @ Town Hall. If a member needs the W-4 form, please email Chief Call and he can email an electronic copy to you.

Administration Report:

- Personal Information Forms are due back tonight. Kathleen took those that were turned in. She will email Chief Call & A/C Landry for those companies that have not responded. If phone numbers/ addresses change, it is imperative that communication is made so the system can be updated @ Town Hall.

Fire Marshal Report: Attached.

- 400 Talcottville Rd. for a Tractor Supply store is in the Planning/Zoning process. The building will be fully sprinklered.
- Multiple alarms @ Tri-City Plaza were the result of a covered alarm box that was tripping the alarm at the pet store.

Membership:

Full Membership:

- Collin Plante
- Richard Wilcox
- Matt Racine

Resignation:

- Brian Johnston

Rank Change:

- Jason Hahn – Captain to Engineer

Company Assignment:

- Robert Durante – Fire Police

Leave of Absence:

Edwin Heck – effective March 6th for 30 days.

Health & Safety: None

EMD:

- A meeting was held with Chief Call/Mike Purcaro. The employee ID's will have a bar code that will assist with payroll. We do not know how it will impact us.

Communications:

- The police dept. has switched over to digital. Communication should now be coming over on our cross band.
- Alpha pagers are having issues. He suggested that again Chief Call emphasize to Tyler @ TN that QV be again requested for Box Mountain changes.
- New apparatus radio chargers are having problems; ET-341, R-141, T-541, E-441, possibly R-441 were reported. Inventories for Station 1, 2, 3, and 6 are done. Jack will need to inventory new radios for stations 2 & 3; at this time Station 1 is the only station done. Stations are reminded to not remove bar codes or swap equipment between stations.

Chief Engineer:

- John is recovering from surgery.
- Thermal Imaging camera has not been installed in T-141, or ET-541. Capt McKinney was asked to send an email to Chief Call about getting this done. Discussion was held regarding which companies have cameras. There was confusion on which companies had cameras. A/C Eppler will investigate.
- Final specs for R-141 are close to being done. Delivery is now anticipated for July.
- ET-141 & ET-541 packages are still being worked on.
- The Special Hazards truck will be referenced as R-141 when it goes in service.
- R-141 has been sold & delivered to Tolland Automotive.
- ET-541 has been sold to the Bowman Community Volunteer Fire Dept. in Texas. On March 20th, the sale proposal will go to the Town Council for approval. We may donate other items that we no longer need as this small department has nothing. The truck will be put out of service next week.
- UTV-441 is out of service.

Technology:

- New PC's have been set up for Station 341, 541 (downstairs office), 441 (Capt. Muniz), 141 (Capt. Landry).
- Inquiries are being received about members taking the old PC's home. Dave will discuss with Rick Masalek. If anyone is interested in a machine, please send an email to Dave Galley. Town Council approval may be necessary. Town IT must be involved with transfer of any town assets.

- Captains and Executive Board Members need to start using the Town Terminal for all of their data. This PC is backed up by the town every night and will protect information in the event of the PC's crash. If this PC is not used and a crash occurs, the data will be lost. Either save the data to a thumb drive or start using the Town Terminal Icon. Back up of department data is vital. Every captain has an ID and password. Contact Dave if you need assistance with ID/password. Captains expressed confusion for this process and Dave will be asked to provide a demo at the next Staff Meeting.
- Firehouse Software is not working at Station 5.
- NFIRS requirement regarding the need to report values of assets at scenes were discussed and are being worked on.
- Chief Call informed that injuries of firefighters or civilians needs to be documented in Firehouse Software (around page 3-4 – other reports – casualties). This information is a requirement that is provided to NFPA annually.

Uniforms: No report at this time.

- A replacement is needed to fulfill Brian Johnston's duties.

Old Business:

- Payroll is due tonight.
- Firehouse maintenance has been submitted to Capital Improvement. They have proposed to support \$25,000 per year to Public Works budget for firehouse maintenance.
- Web host is being pursued for the Department Website.
- Chief Call mentioned bringing Face book to the department as a media source. It is being researched.

New Business:

- Hazmat free application "Wiser program" can be downloaded to Droid's.
- Cameo hazmat program can also be downloaded to Droid, but comes with a fee.
- ISO Package has been received regarding update needed. Chief Call informed that assistance may be needed to complete. The last time a review was requested was in 1999.

- Response for CO calls (even if no symptoms) needs to be addressed by the Duty Officer or his designee. A replacement is mandatory if the Duty Officer is not available. We need to determine a policy especially for daytime calls that uses our resources more efficiently. It was suggested that district toning be pursued and then general tone upon the need for re-tone. Jack Fisher informed that any toning changes @ TN would cost money. Mike Sereby suggested that the responding officer make the decision on what apparatus is needed. Ideas/suggestions should be emailed to Chief Call.
- Cover assignments also should be reviewed.
- Helmet Shields are on order.
- Dan Robertson has volunteered to assume the duties of Honor Guard Commander.

Correspondence:

- Mothers Day Dash, Sunday May 13th @ 10:00 a.m. One ambulance is requested.
- VCMS needs fire truck/volunteers for school fair on March 24th from 10-1:00. Possibly T-141, ET-141 will attend.

Upcoming Events:

- Upcoming Parade information will be handled by Matt Perreira and Reilly Tuttle. Correspondence will be delivered to the E-441 mailbox.
- St. Patrick's Day Parade – Sunday, March 10th @ 11:00 a.m. in Hartford. We have been invited to join the South Windsor contingent. See attached.
- Fundraiser to benefit the Friends of Vernon Ambulance Association has been planned for Monday, March 12th at the Ninety Nine Restaurant. See attached
- E-441 Boston Trip is scheduled for June 2nd. See attached. Chaperones will be needed if Junior members attend.

Good & Well Being:

Motion to adjourn was made/seconded (Shepard/Muniz) @ 8:25 p.m.

Respectfully submitted,



Diane Carpenter, Secretary